

AGENDA
BOARD OF CITY COMMISSIONERS
SEPTEMBER 16, 2024 AT 6:00 PM
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

1. Citizens Participation (A three-minute limit per person)
(A twelve-minute limit per topic)

Citizens may provide comment relevant to City business. Per Oklahoma State Statute 25 O.S. § 311(B)(1), the City Commission may only consider, deliberate, or render decisions on those items of City business that were included in the agenda. For other citizen comments, the City Commission may refer the matter to the City Manager for administrative consideration, or to schedule the matter for Commission consideration at a later date.

2. Consider approval of the Minutes from the August 14, 2024, Special Call meeting and the August 19, 2024, regular meeting.

RECESS CITY COMMISSION MEETING TO CONVENE SHAWNEE
AIRPORT AUTHORITY AND SHAWNEE MUNICIPAL AUTHORITY
RECONVENE CITY COMMISSION MEETING

3. Consider a Resolution expressing appreciation to Cami Engles as Commissioner of Ward Two of the City of Shawnee.
4. Consider a Resolution expressing appreciation to Ed Bolt as Commissioner of Ward One and Mayor of the City of Shawnee.

5. Presentation of Resolutions of Appreciation to Commissioner Cami Engles and Mayor Ed Bolt.
6. Swearing in of Mayor Eric Stephens and Ward Two Commissioner Greta Madson.
7. Presentation of Certificates of Election to Mayor Eric Stephens and Ward Two Commissioner Greta Madson.

RECESS FOR OUTGOING AND INCOMING COMMISSIONERS

RECONVENE

8. Commission Appointment of a Vice Mayor (Per Article III, Section 6 of the City Charter).
9. Consider approval of Consent Agenda:
 - a. Acknowledge the following minutes and reports:
 - Planning Commission Minutes from the August 7, 2024, regular meeting.
 - Shawnee Beautification, Parks, and Recreation Committee Minutes from the June 20, 2024, regular meeting.
 - Shawnee Senior Citizens Advisory Board Minutes from the February 13, 2024, regular meeting.
 - Board of Adjustment Minutes from the June 20, 2024, and July 18, 2024, regular meetings.
 - License Payment Report for August 2024.
 - Project Payment Report for August 2024.
 - b. Lake Lease Transfer:
 - Magnino A Lot 1, 17000 Magnino Rd
From: Jennifer Massey
To: Kyle and Brea Haustveit
 - c. Authorize a Right-Of-Way Easement to be given to Canadian Valley Electric Cooperative, Inc., to serve an existing City Lake Lot Lease at

Shawnee Twin Lakes.

- d. Authorize a Right-of-Way Easement to be given to Oklahoma Gas and Electric Company, to serve property located in the Northwest Quarter of Section 7, Township 11 North, Range 4 East of the Indian Meridian, Pottawatomie County, Oklahoma.
- e. Authorize an Amendment to the Owner's Representative task order for Independence Water Line (C-23-02), Thompson Heights Water Line (C-23-05) and Sewer Pipe Bursting (C-23-08) with Freese and Nichols Inc.
- f. Approve grant application process for the Edward Byrnes Memorial Grant in the sum of \$14,347.00 for the Shawnee Police Department, to be shared with the Pottawatomie County Sheriff's Office.
- g. Acknowledge the resignation of Chantal Dubois from the Shawnee Beautification, Parks, and Recreation Committee.

10. Presentation of the Pet of the Month by Animal Control.

11. Mayor's Proclamation(s)

- a. "Patriot Day and National Day of Service and Remembrance", September 11, 2024
- b. "National POW/MIA Recognition Day", September 20, 2024
- c. "National Diaper Awareness Week", September 23 – 29, 2024

12. Swearing in of Kimberly Smith as City Treasurer.

13. Presentation of the Fiscal Year 2022-2023 Annual Comprehensive Financial Report and Single Audit Report.

14. Consideration of a Task Order in accordance with the Agreement between the City of Shawnee and Del Sol Consulting, Inc. for services related to the April 19, 2023, Storm event.

15. Consideration of an agreement with Safe Events for Families for the production and management of Shawnee's Christmas Parade of Lights.

16. Public Hearing for a request to rezone property located at 1303 West Farrall

Street from C-3 (Highway Commercial District) to R-3 (Multifamily Residential District). (Case No. RZ02-24) *(Deferred from June 17, 2024, City Commission Meeting.)*

17. Consideration of an ordinance to rezone property located at 1303 West Farrall Street from C-3 (Highway Commercial District) to R-3 (Multifamily Residential District). Case No. RZ02-24 | Applicant: Kaye Steele

18. Public Hearing for a request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit located at 1303 West Farrall Street. (Case No. CUP02-24) *(Deferred from June 17, 2024, City Commission Meeting.)*

19. Consideration of a Conditional Use Permit (CUP) for an Accessory Dwelling Unit located at 1303 West Farrall Street. Case No. CUP02-24 | Applicant: Kaye Steele

20. Public Hearing to adopt an Official Zoning Map. Case No. TXT02-24 | Applicant: City of Shawnee

21. Consideration of an ordinance amending Chapter 22 of the Municipal Code of the City of Shawnee, Pottawatomie County, Oklahoma, more specifically adopting a new official zoning map to accompany Chapter 22, Article X. Case No. TXT02-24 | Applicant: City of Shawnee

22. Consideration of the following budget amendments for Fiscal Year 2024 – 2025:

- a. Grant Fund - Fund 010 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.
- b. Capital Improvement Fund - Fund 301 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.
- c. 2018 Capital Improvement Fund - Fund 303 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.
- d. Insurance Recovery Fund - Fund 603 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or

rendered in FY24-25.

23. Acknowledge Monthly Sales Tax and Budget Reports.

24. Administrative Report(s):

- a. Engineering Design Manual and Standard Construction Detail Update - Seth Barkhimer, Director of Engineering

25. New Business (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda.)

26. Commissioners Comments

27. Adjournment

Respectfully submitted,



Lisa Lasyone, MMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting, and necessary accommodations will be made. (ADA 28 CFR 36)